



REQUEST FOR ASSISTANCE (RFA) FORM INTAKE INTERVIEW LOG

<u>Date:</u>	<u>Interviewer:</u> SGS & LB	RFA #17 – 74
<u>Name of Person(s) Requesting Assistance:</u> [REDACTED]		
<u>Contact Numbers (telephone, e-mail, etc.):</u> [REDACTED]		
<u>Status of Person(s) Interviewed (title, position, student status, etc.):</u> Student		
<u>Requested Assistance Pertaining To (name, position, policy, project, etc.):</u>		
Antisemitic remarks made by faculty member and student in class; faculty - [REDACTED]		

To the best of your knowledge, please fill out the following:

Interviewee Status: Male x Female ☐ Administrator ☐ Faculty ☐ Staff ☐ Student x
 Concern Regarding: Male ☐ Female x Administrator ☐ Faculty x Staff ☐ Student ☐

Category: *(Please check at least one)*

- | | | | | |
|--|--|---|--|--|
| <input type="checkbox"/> Age | <input type="checkbox"/> Color | <input type="checkbox"/> Creed | <input type="checkbox"/> Disability | <input type="checkbox"/> Veteran Status |
| <input type="checkbox"/> Marital Status | <input type="checkbox"/> National Origin | <input type="checkbox"/> Race | <input checked="" type="checkbox"/> Religion | <input type="checkbox"/> Retaliation |
| <input type="checkbox"/> Sex/Gender | <input type="checkbox"/> Sexual Harassment | <input type="checkbox"/> Sexual Orientation | <input type="checkbox"/> Employment | <input type="checkbox"/> Genetic Information |
| <input type="checkbox"/> Gender Identity or Expression | | | | |

Time Line		
Date	Item	Comments
		Converted from BIR 17-27
10/19/17	[REDACTED] t/c with Hailey Chittick	Calling to report an antisemitic incident that happened in class on 10/10. Would like to set an appointment with EOO. Hailey takes [REDACTED] contact information to set an appointment.
10/19/17	Hailey Chittick t/c with [REDACTED]	Sets appointment for 10/23/17
10/23/17	[REDACTED] leaves voicemail for EOO around 2:00am	Would like to reschedule appointment to allow more time to complete assignments
10/23/17	Hailey Chittick leaves voicemail for [REDACTED]	Please call EOO to reschedule

10/25/17	Hailey Chittick leaves voicemail for [REDACTED]	Please call EOO to reschedule
11/1/17	[REDACTED] t/c Lynae Rickman	Is available to reschedule any day after 4pm, preferably MWF
11/1/17	Hailey Chittick t/c [REDACTED]	Schedules appointment with SGS for 11/8/17
11/8/17	SGS & LB meet with [REDACTED]	
11/20/17	[REDACTED] t/c Lynae Rickman	Calling for SGS. Checking in on RFA progress since last meeting with SGS.
11/27/17	[REDACTED] t/c Hailey Chittick	Checking in on RFA – has questions re: class registration holds
11/27/17	SGS t/c [REDACTED]	Will check in with David Brunner
11/27/17	SGS t/c David Brunner	
11/28/17	LB t/c with [REDACTED] [REDACTED]	Sets appointment for 11/30/17
11/30/17	SGS & LB meet with [REDACTED]	
11/30/17	[REDACTED] emails SGS	Sends transcript of class session
12/15/17	[REDACTED] t/c EOO	Checking in on RFA. Hailey Chittick advised Sue will try calling [REDACTED] early next week.
12/19/17	[REDACTED] t/c EOO	Calling for SGS. Would like to get back on Sue's calendar.
12/22/17	[REDACTED] [REDACTED] father) leaves voicemail for EOO	
12/22/17	SGS t/c with [REDACTED]	
1/18/18	SGS meeting with [REDACTED]	